

RFP CYF 19-19 Questions/Answers
ADDENDUM #1

TO: ALL POTENTIAL BIDDERS
FROM: Ryan Bolles, DSCYF – Procurement Administrator
DATE: December 18, 2019
SUBJECT: ADDENDUM TO REQUEST FOR PROPOSALS (RFP) – CYF 19-19 FAMILY ASSESSMENT AND INTERVENTION RESPONSE (FAIR) - NEGLECT

The following are specific questions received with the state’s response:

1. Question: Pg 6. Target Population, “Goal of 200 families to be served in Year 1, 400 families to be served in Year 2, and 600 families to be served in Year 3.” Are each of these targets cumulative (ie, by the conclusion of year 3, the program will have seen 600 families), or per year?
Answer: The State hopes to increase the number of clients served by 200 each year, so that by Year 3 the contract will be serving 600 families per year provided appropriate funding is available.
2. Question: Pg 5. Award Period & Expected Level of Funding, “The expected level of funding for a state fiscal year (12 months) will be \$400,000.” If the performance targets listed on page 6 are per year (ie, 200 year #1, 400 year #2, 600 year #3) is it expected that the allowable budget be adjusted each year in proportion?
Answer: It is the intention of DSCYF to submit funding increases to fund the expansion of the program as part of its annual budget request to the Governor. If the state is unable to provide additional funding then the number of clients served will not expand that year. Therefore the annual contract budget will be determined after DSCYF makes its budget request and the final state budget is passed by the Legislature.
3. Question: Pg. 11, item 10. Minimum Requirements for Proposal Narrative, “Please include in the budget flexible funds for preventative services to support the adolescent or family of approximately \$1,000 per family served per year.” The RFP’s Year 1 target of 200 families served would result in a proposed budget of \$200,000 for distribution of funds to clients for preventative services, which is far greater than the amount distributed to clients historically. Could DFS provide additional guidance or specific conditions/eligibility criteria for approving distribution of funds to families?
Answer: Flexible funding is only utilized for “eligible families” and \$1,000 is the maximum per family. Unfortunately this was not made clear in the RFP. For budget preparation bidders shall estimate \$10,000 for year 1 to support approximately 20-30 eligible families.

All other terms and conditions remain the same.

If you have any questions, please contact H. Ryan Bolles at herbert.bolles@delaware.gov or 302-633-2701